GROUP/CLASSROOM PRESENTATION LOG

[ ] Social Skills Group   [ ] Discussion Group   [ ] Classroom Presentation   [ ] Other

1. PRU No. and/or Site Name	2. Group/Class Code, if any

3. Session No.	4. Date	5. No. Present	6. No. Absent	7. Topic (If Any)	8. Summary

Signature of Prevention Specialist	Date

Form Format Provided by the NYS Office of Alcoholism and Substance Abuse Services

INSTRUCTIONS
Group/Classroom Presentation Log

PURPOSE

The Group/Classroom Presentation Log (PAS-67B) is utilized for recording information relevant to a Social Skills, Discussion Group, Classroom Presentation or Other Sequential Group activity. As indicated in the **Guidelines for Alcoholism and Substance Abuse Prevention Programs**, a Social Skills Group must focus on prosocial skill development and must include a minimum of twelve (12) sessions per group, held at least one time per week. A Discussion Group is a series of learning experiences with a maximum of twelve (12) sessions. Both groups are limited to twelve (12) participants per static group. Any other sequential group of two (2) or more sessions, other than group counseling, must be documented on this form.

ENTRIES

Heading

Check purpose for log; i.e., social skills group, discussion group or classroom presentation.

1 - PRU No. and/or Site Name

Enter the PRU No. assigned by OASAS and/or the name of the site in which the group sessions take place.

2 - Group/Class Code, if any

Enter the name or number, if any, assigned by the provider to the activity for identification purposes.

3/4 - Session No./Date

Enter the number of the group/classroom session being conducted in consecutive order and the date on which that particular session was held.

5/6 - No. Present/No. Absent

Enter the number of participants present and absent for each session.

7 - Topic

Indicate the particular topic of focus for each session. Elaborate as much as possible in the space available. If the topic was communications, indicate some details regarding the aspects of communication; e.g., verbal/non-verbal communication styles, communication among various groups (peers, parents, authority figures), etc.

8 - Summary

Summarize the group/class process highlighting interaction among participants in the group regarding their use of social skills or other learnings and their reports of application of skills/knowledge outside the group/class.

Signature/Date

Enter the signature of the Prevention Specialist and date the log was completed.